



**STATEMENT OF PROCEEDINGS FOR THE  
REGULAR MEETING OF THE  
PROBATION OVERSIGHT COMMISSION  
WORKING GROUP  
VAN NUYS JUVENILE DAY REPORTING CENTER  
FIRST FLOOR, SUITE 200  
7555 VAN NUYS BOULEVARD  
VAN NUYS, CA 91405  
Wednesday, July 20, 2016  
1:00 PM**

AUDIO FOR THE ENTIRE MEETING. (16-3682)

**Attachments:** [Audio](#)

Call to Order.

**Chair Chodroff called the meeting to order at 1:21 p.m.**

Present: Chair Carol Chodroff, Vice Chair Alex Johnson, Gabriella Holt,  
Don Meredith and Jose Osuna

**I. ADMINISTRATIVE MATTERS**

1. Approve Minutes for the Meeting of July 6, 2016. (16-3487)

**On motion of Member Holt, seconded by Member Meredith, unanimously carried, the Probation Oversight Commission Working Group approved the July 6, 2016 Minutes.**

**Attachments:** [07-06-16 Minutes](#)

2. Meeting Schedule and Location Update. (16-3488)

**Chair Chodroff opened the floor for discussion regarding the Meeting Schedule, and informed the Working Group that Judge Michael Nash, Director of the Office of Child Protection, confirmed that he will appear at the Working Group meeting of August 3, 2016. In addition, Chair Chodroff informed that the Working Group has been extended an invitation to the Board Deputies' County Agenda Review (CAR) meeting on September 21, 2016 at 10:00 a.m. to discuss their progress. Chair Chodroff also requested that the meeting of August 31, 2016 be cancelled.**

Discussion ensued regarding the Town Hall Meetings and the Working Group agreed that the Town Hall Meetings will commence the week of September 12, 2016 and continue through mid-October if needed. In addition, meetings will be scheduled Monday through Thursday on the best day available for the Working Member representing each District. Chair Chodroff requested Commission Staff to poll the Working Group Members as to their best day of the week for their availability, and once received, to work with the CEO staff in scheduling the meeting dates and locations.

On motion of Member Holt, seconded by Member Osuna, unanimously carried, the Probation Oversight Commission Working Group approved the Meeting Schedule as amended.

Attachments:    [Meeting Schedule 7-20-16](#)

## **II. OVERSIGHT ASSESSMENT: Review of Previous Presentations**

3. Discussion of the information obtained from last meeting's Presentations, pending reports and next steps. (16-3493)

Chair Chodroff opened the floor for discussion relative to the presentations given by Dr. Denise Herz, Probation Outcomes Study Work Group, and Vincent Holmes, CEO Services Integration Branch. Chair Chodroff voiced her concern regarding the termination of the Juvenile Reentry Council, which provided greatly needed services within the juvenile probation community. Member Holt voiced her concern that the Service Integration Branch (SIB) is reactive to Board direction but does not have the authority to act on any of their findings. Member Holt suggested that perhaps rather than being a Project based entity, the SIB could be strengthened to facilitate an overall County Strategic Plan for the Department of Probation. Chair Chodroff indicated that Dr. Herz offered her services as an ongoing resource to the Working Group and that she should be invited back to meet with the Working Group when the Recommendations to the Board are closer to being finalized.

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### **III. STATUS REPORTS/UPDATES AND DISCUSSION ITEM(S)**

4. Working document for the draft recommendations and/or comments to the Board of Supervisors from the Working Group Members and/or other sources as it relates to Probation oversight. (16-3492)

**Chair Chodroff opened the floor for discussion relative to the Working Document Recommendations and informed the Working Group that she received an email from Jacqueline Caster, President of EveryChild Foundation, relative to the newly formed Commission having access to the Civil Service Records of Probation Employees. A brief discussion followed.**

**Chair Chodroff requested suggestions as to the process for how the Working Group will evaluate recommendations and share information. Adrienne Byers, County Counsel, indicated that she will review various options to help facilitate the turn-around time for information sharing and document revision.**

**Chair Chodroff requested Member Meredith to share his thoughts and comments relative to the recommendations. Member Meredith's highlighted the necessity of streamlining the flow of information being requested of the Probation Department and the importance of the Commission having the authority to compel compliance.**

**Member Johnson outlined the charge from the Board of Supervisors' motions and suggested that the review of the recommendations be done by determining which category each recommendation would fall under, i.e.:**

- a. Determine which current commissions can be dissolved, merged, expanded or strengthened;**
- b. Define the gaps and overlaps in responsibilities for those commissions which are to remain;**
- c. Outline the investigative and monitoring structure of the new commission;**
- d. Determine if there should be a division between juvenile and adult probation oversight and define what that might look like.**

**Discussion ensued relative to the fiscal impact of a newly created commission and the possibility of realignment of responsibilities among current entities. The concept of creating a subgroup for the monitoring of the adult and juvenile sections was discussed at length.**

Member Meredith voiced his concern that if the adult and juvenile monitoring is divided, then it is crucial that each division remain focused on an overall strategic plan.

Vice Chair Johnson stressed the need for a systematic approach for reviewing the recommendations, and suggested that the Members start with determining as to whether a new Probation Oversight Commission should be created.

Chair Chodroff polled the Working Group and each Member responded in the affirmative that a new Oversight Commission should be created.

Member Osuna suggested that the purpose and vision of the newly formed Commission be stated so that the recommendations can be appropriately aligned with the vision. Member Meredith stressed the importance of promoting best practices within the Commission's charge with the authority to have them acted upon. Member Holt suggested that the difference between the vision and the purpose should be clearly defined.

Further discussion ensued relative to the mission and how it should include the following: transparency; accountability; monitoring and implementation; prioritizing probationers' needs consistent with best practices; restoring public trust and morale (internal and external); reduction in recidivism; prioritizing prevention and reentry; and promoting public safety.

Cal Remington, Interim Chief Probation Officer, stressed the importance of efficiency and staffing levels to ensue efficiency; the independence of the Ombudsman; the understanding of the adult probation system as well as the juvenile system; the vying for information and authority by competing entities; the need for the Commission to be a positive contributing factor to the Probation Department; the monetary needs to implement various programs; the need for outside service providers to be engaged and readily available; and the potential need of dissolving overlapping oversight groups.

Discussion also focused on the statutory limits of the newly formed Commission and the possible need to revise the County Charter to achieve enhanced authority.

*Chair Chodroff called for a recess at 2:48 p.m. The meeting was reconvened at 2:59 p.m., with the following Members present: Members Gabriella Holt, Don Meredith, Jose Osuna, Vice Chair Alex Johnson and Chair Carol Chodroff.*

Upon reconvene the discussion continued with the review of recommendations 1 through 12 in light of the categories suggested by Vice Chair Johnson: a through d. Also discussed was the concept of streamlining processes by eliminating competing entities, compelling compliance through a budget mechanism, and ensuring that staffing levels for the Commission from inception are sufficient.

Dardy Chen, CEO, informed the Working Group that any recommendation relative to the elimination of a commission or agency may be subject to the CEO's analysis and a subsequent formal recommendation to the Board of Supervisors.

Chair Chodroff recognized Aggie Alonso, Auditor Controller's Office, who informed the Working Group that the Justice Deputies have requested the Auditor-Controller's Office to continue the reviews of Probation Camps on an outcome basis rather than task review. Mr. Alonso indicated that their office will complete one more review prior to the completion of the Working Group's recommendations to the Board, and will continue to work with the intended Commission as needed.

The discussion continued relative to the Probation Department's budget and the possible formation of a subcommittee as an advisory body to the Probation Department's budget. At CEO's request, Chair Chodroff tabled the discussion relative to the Probation's budget to the August 17, 2016 meeting.

Member Meredith informed the Working Group that there are opposing opinions as to whether or not the current Probation Commission can perform juvenile probation oversight in lieu of a Juvenile Justice Commission without legislative change or a County Charter amendment. Member Holt requested County Counsel to return to the Working Group with an opinion relative to statutory authority; privacy issues relative to information gathering; whether or not the current Probation Commission can serve in juvenile oversight in lieu of a Juvenile Justice Commission without legislative change or a County Charter amendment; and the overall legal implications of the functions of a newly formed Oversight Commission.

Discussion concluded with dialog relative to dedicated staff; office space; compensation; training; and overall responsibilities of the Commission.

**Attachments:**     [Working Document Recommendations](#)  
                              [Member Holt's Notes](#)  
                              [Member Meredith Notes](#)

5. Update by the Chief Executive Office on the progress of the Consultant (RDA) for the preparation of the best practices model evaluation; and discussion of the protocol in working with the RDA relative to meeting schedule, reports, information requests and correspondence. (16-3490)

**There were none.**

**Attachments:**     [Scope of Work for Consultant](#)

6. Reports and/or updates by the Interim Chief Probation Officer and/or staff. (16-3142)

**There were none.**

7. Review of existing Probation-related Commissions, Committees and Agencies; Matrix overview of roles and responsibilities; and discussion of the presentation schedule and other related matters. (16-3149)

**There were none.**

**Attachments:**     [Probation-related Commissions and Agencies List](#)  
                              [Probation Dept - Matrix Overview Roles and Responsibilities](#)

#### **IV. MISCELLANEOUS**

8. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Probation Oversight Working Group subsequent to the posting of the agenda. (16-2018)

**Cal Remington, Interim Chief Probation Officer, informed the Working Group that Dr. Schumacher, Probation Consultant, Research and Evaluation, has completed his first report and suggested that Dr. Schumacher return to the Working Group to disclose his findings. Chief Remington also suggested that the Working Group hear from someone from Adult Probation. Chair Chodroff proposed August 17, 2016 as the date for Dr. Schumacher's return, and also suggested August 17th to hear from Adult Probation. Chief Remington indicated that he will arrange the invites.**

**Member Holt suggested that the meeting on August 17th be handled in two sections, from 10:00 a.m. to 12:00 p.m., and then 1:00 p.m. to 3:00 p.m. in order to facilitate Dr. Schumacher's report and a representative from Adult Probation. Probation staff indicated that they will confirm the location at the South L.A. Adult Day Reporting Center's room availability for August 17th beginning at 10:00 a.m.**

**In addition, Chair Chodroff requested Commission Staff to place the Town Hall Meetings Schedule on the next agenda.**

- 9.** Opportunity for members of the public to address the Working Group on items of interest that are within the subject matter jurisdiction of the Working Group. (16-3289)

**There were none.**

- 10.** Adjournment of the meeting of Wednesday, July 20, 2016. The next meeting is scheduled for Wednesday, August 3, 2016 at the Kenneth Hahn Hall of Administration Room 374 at 1:30 p.m. (16-3491)

**On motion of Member Holt, seconded by Vice Chair Johnson, the meeting was adjourned at 4:34 p.m.**